



ROCKY MOUNTAIN COORDINATING GROUP FUELS MANAGEMENT AND PRESCRIBED FIRE COMMITTEE

Bureau of Indian Affairs (Southwest, Rocky Mountain and Great Plains Regions)
Bureau of Land Management (Colorado and Wyoming)
Fish and Wildlife Service (Mountain/Prairie Region)
Forest Service (Rocky Mountain Region)
National Park Service (Intermountain Region)
State Agencies in Colorado, Wyoming, South Dakota, Nebraska and Kansas

Fuels Management and Prescribed Fire Committee Charter

Mission Statement:

The Rocky Mountain Area Fuels Management and Prescribed Fire Standing Committee is established under the Rocky Mountain Area Coordinating Group. The mission of the Standing Committee is to foster interagency cooperation in the use of prescribed fire, and fuels treatments to achieve resource management objectives and to provide advice, counsel, and recommendations for the management of prescribed fire operations within the Rocky Mountain Area (RMA).

Purpose:

This mission will be accomplished through the development of an Annual Action Plan. The Action Plan will reflect needs in the following components: Program Direction and Implementation, and Interagency Coordination.

Program Direction and Implementation

1. Develop a fully integrated program in prescribed fire planning and implementation.
2. Review and coordinate interagency equipment standards and development for regional and national recommendation.
3. Provide RMA input into any revisions to the Interagency Prescribed Fire Planning and Implementation Procedures Guide.
4. Develop recommendations for resource ordering and tracking, qualifications tracking and dispatch procedures relating to prescribed fire in the RMA.
5. Provide input into the RMA Mob Guide.

Coordination

1. Coordinate activities with other RMCG Standing Committees.
2. Coordinate spot-weather and smoke management forecast issues from the field units.
3. Identify training needs and coordinate the development of three year training plans for prescribed fire with the RMCG Training Committee.
4. Develop recommendations for coordinating smoke management issues within the Rocky Mountain Area.
5. Identify and seek resolution to administrative procedures and/or barriers relating to interagency implementation of prescribed fire.
6. Identify and promote the use of various alternative tools and technologies to assist land managers in the treatment of fuels and vegetation.
7. Provide technical fire ecology assistance to the various agency information and education programs.

8. Provide a forum for the formal and informal exchange of prescribed fire, fuels management and fire effects information including newsletters and sponsoring workshops, training, symposia, etc.
9. Provide Prescribed Burn Boss Refresher opportunities for the RMA on an annual basis

Membership:

The Standing Committee will be comprised of representatives from each of the following agencies:

- Bureau of Indian Affairs (Aberdeen, Albuquerque, Billings Areas)
- Bureau of Land Management (Colorado and Wyoming Offices)
- Fish and Wildlife Service (Mountain and Prairie Region)
- Forest Service (Rocky Mountain Region)
- National Park Service (Intermountain & Midwest Regions)
- State Forestry/Fire Management Agencies in Colorado, Wyoming, South Dakota, Nebraska and Kansas

Agency representatives will be responsible to ensure that respective agency policy and procedures are maintained and agency administrators are informed. The members will coordinate recommendations and present them to the RMCG for agency acceptance and implementation.

Advisory, non-decision membership will include subject matter experts in the fields of fuels management and prescribed fire planning and implementation.

RMCG will appoint a liaison to the Committee as a non-voting member. The Liaison will represent RMCG during Committee meetings and other correspondence and serve as the main communication link between RMCG and the Committee.

The Committee will keep RMCG apprised of the need to replace Committee members.

The Committee will make notification through the RMCG Liaison as to the need to appoint or replace members. RMCG will review and approve the appointment of new members based on the recommendations of the affected agency.

Decision Model:

The Committee will function by consensus and not voting. The Consensus Model (http://gacc.nifc.gov/rmcc/RMCG_WEB_Postings/Consensus%20Decision%20Model_Final.pdf) shall be the preferred decision-making model for the Committee. All Agency Representatives will have a voice in the consensus model. **This does NOT preclude a request to “suspend the rules” and ask for a majority vote to utilize Robert's Rules of Order for part of, or the remainder of the meeting.** The same procedure can be invoked for moving from Robert's Rules to the Consensus Model

Officers

Based on the order of the Agencies listed above, a Chairperson will be appointed for a two-year term. The Vice-Chairperson will be the representative from the next Agency in line, and will assume the Chair position as it

becomes vacant. The term of office for both the Chair and Vice-Chair is two years, on a calendar year basis (January 1 to December 31). Interim vacancies will cause the rotation of the chair and vice-chair to move accordingly.

Chairperson:

The Chairperson is responsible for: calling the meeting, setting the agenda, and running the meeting.

The Chair will also attend one meeting of the Rocky Mountain Area Coordinating Group annually and present an annual report of the Committee's accomplishments.

Vice-Chairperson:

The Vice-Chairperson will assume the duties of the Chairperson during any absence of the Chairperson. The Vice-Chair will also ensure that: minutes of meetings are taken, edited, filed, and distributed to each member of the Standing Committee and each member of the Rocky Mountain Area Coordinating Group and that- products from the Standing Committee are reproduced and distributed to agencies.

The Vice-Chair and Chairperson will determine the extent of support needed at each meeting (e.g., note-taking, recorder, portable computer, visual aids, facilitator, etc.).

Advisory Group:

Many outside parties (including non-governmental entities) have an interest in and concern about the application of prescribed fire and fuels treatments. Regular and open communication with these groups is important to the success of the fuels management and prescribed fire programs.

Therefore: the Standing Committee may periodically form technical advisory group(s) with ad hoc membership from interested and affected parties.

Task Groups:

The Committee may also set up task groups and/or assign specialists to assist as needed. These groups will operate under the following guidance:

1. The Fuels Management and Prescribed Fire Standing Committee may define task groups to assist in completing assigned duties.
2. The Fuels Management and Prescribed Fire Standing Committee will provide direction and oversight to the task groups by clearly identifying the task to be completed, the scope of the task and the timeline for completion.
3. A task group, upon completion of its assignment shall sunset unless additional work is assigned.
4. Task group membership shall be selected by the individual agencies however the Fuels Management and Prescribed Fire Standing Committee may recommend the involvement of subject matter experts or specialists as described above.

Meetings:

The Standing Committee will meet at least twice per year. One meeting will be an annual business meeting for standing members. The advisory group will meet annually, or as needed, with the Standing Committee to discuss common issues. Additional meetings may be held if deemed necessary by committee members. The Chairperson with consensus of the group will establish meeting dates and times. Meeting agendas will be provided in advance to the Committee, advisory group and the Liaison.

Meetings will utilize teleconference, videoconferencing and other similar technologies where appropriate and feasible to minimize member travel and expense.

Distribution of Minutes:

Meeting minutes (including phone conference calls as well as face to face meetings) will be distributed to each RMCG member, the RMCG business manager and each RMCG Committee Chair.

Annual Charter Review:

The committee chair will review the committee charter annually by December 31 each calendar year for any needed revision, changes or additions and submit through the committee Liaison to RMCG for approval.


Reports:

The committee will provide an annual report to RMCG consisting of status from the Annual Action Plan items.

Finances:

Costs of the meetings will be borne by the sponsoring agencies.

Approved:



Chair: Rocky Mountain Coordinating Group

2-1-11

Date: